Document No. 1360
Adopted at Meeting of 5/ 7 / 69

May 7, 1969

MEMORANDUM

TO: The Boston Redevelopment Authority

FROM: Hale Champion, Director

RE: Personnel Actions

It is recommended that the promotions listed below be effected May 12, 1969.

Each promotion is recommended for an employee who has moved to a position of greater responsibility since the first of this year and is performing in a very satisfactory manner. In each case the increase in responsibility is of such significance to warrant an increase in salary at this time.

Promotions

Name	Title	G/S	Salary	To	Salary	Title
Basil A. Adams	Civ. Eng. IV	13-4	$12,965	14-4	$14,353	Civ. Eng. V
New Position:	Project Engineer - South End Project					
Alice E. Dinneen	Sup. & Graph. Officer	12-4	11,806	13-3	12,348	Office Manag
New Position:	Office Manager					
Thomas G. Griffin	Asst. Site Off. Manager	9-5	8,750	10-5	9,744	Site Off.Man
New Position:	Site Office Manager - Property-Management, Fenway Project					
James G. McMahon:	Mgr. Off. Serv.	10-2	8,400	11-1	9,000	Bus.Rel.Clai
New Position:	Claims Examiner DPW Reloc. Division					Examiner III
Marie E. Murphy	Secy V	7-3	6,284	8-2	6,825	Secy VI
New Position:	Supervisor, Secretarial Services Division					
Elizabeth A. Devin	Secy III	5-5	5,469	7-2	5,985	Secy V
New Position:	Secretary for Head of Department					

It is further recommended that the step-increase noted below, be effected May 12, 1969.

Francis X. McInnes	Bus.Rel.Spec.	10-3	8,820	10-4	9,261

An appropriate vote is attached.

Personnel #4 - 5/7/69 - Promotions

May 7, 1969

VOTED:

That Promotions for Basil Adams, Alice Dinneen, Thomas Griffin, James McMahon, Marie Murphy, and Elizabeth Devin, and Step Increase for Francis McInnes, recommended by the Director in Personnel #4 - 5/7/69 are approved effective May 12, 1969.